

## **Administrative - Internal Use Only**

26 JUN 1975

MEMORANDUM FOR: Director of Logistics

ATTENTION : Chief, Plans and Programs Staff ✓

SUBJECT : Fighting Inflation and Reducing Daily Operating Costs

1. On 16 December 1974 we forwarded fifteen cost cutting suggestions involving both P&TS directly and the Agency as a whole. We have not received any feedback regarding our suggestions nor have we been advised as to what recommendations have been accepted by OL or higher echelons.

2. As a result we have continued only those anti-inflationary measures, i.e. paper saving, which we could implement on our own responsibility within this office. The savings have been minimal.

3. If any of the December 1974 suggestions are considered worthwhile we would be happy to assist in their implementation.



Chief, Personnel and Training Staff, OL

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